

**RFP-11-28**  
**Question and Answers**  
**November 10, 2010**

Q1. Is there a forecasted volume (i.e. cases/year) or historical data?

A1. There has been an overall increase in the number of case receipts. In Federal fiscal year '09, we cleared 92,707 cases. In FY '10, 112,763 cases were cleared. To date, during Federal fiscal year 2011 (which began October 1, 2010) 10,383 cases have been cleared. Not all of these cases require the review of an SLP; and it is difficult to estimate a number or percentage that do, as the workload mix changes from year to year.

Q2. The MBE and WBE percentages are missing, although on another document I saw 3% for each. Can you confirm?

A2. The RFP correctly lists the percentage goals as 8% for MBE and 8% for WBE. See Section 1.20 of the RFP.

Q3. Worksite requirements – the 3 days per week onsite must be consecutive? Must be 8 hours? Can you clarify a bit?

A3. The 3 days per week do not have to be consecutive nor are contractors required to work a specified number of hours per day. However, please note that if a contractor is not available to work for 3 or more consecutive state business days, his or her cases that have not been worked to completion will be reassigned to another consultant.

Q4. Is there data available on average cases/hour?

A4. This data is not readily available as contractors are paid by the finished case and time reports are not required.

Q5. I didn't see Attachment C, but on Google it came up as document #51778 – is this the correct form?

A5. Attachments A-E as well as the RFP document is available at the RFP host page, direct link as follows. <http://www.in.gov/idoa/proc/bids/rfp-11-28/>

Q6. Do you require previous disability review experience or just a license?

A6. Please see Section 2.4.3 for licensure requirements. Previous disability review experience is not required. However, this type of experience will be weighed in the evaluation of the Technical Proposal.

Q7. Is there an estimated time spent per chart review and documentation?

A7. Time spent per chart review and documentation varies depending on the amount of evidence in the file and the experience of the contractor with the Social Security Disability program.

Q8. How long does the necessary documentation take?

A8. Please see Q7.

Q9. Can you post an example of the required documentation a consultant would need to complete?

A9. Please see Attachment D, Section E and Attachment E.

Q10. I would like some way to gauge an average number of chart reviews per hour the average SLP can complete.

A10. Please see Q4.

Q11. Can you please tell me if these are new requirements? If not, who is the incumbent for each, and what are the current rates?

A11. These are not new requirements. There are currently two (2) contractors, i.e. two individuals. Please refer to Section 2.5 for current rate/baseline cost.